



**North Carolina Department of Health and Human Services
Division of Mental Health, Developmental Disabilities and Substance Abuse Services**

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Michael F. Easley, Governor
Carmen Hooker Odom, Secretary

Michael Moseley, Director

July 24, 2007

To: LME Directors

From: Mike Moseley 

Re: NC-TOPPS Implementation Guidelines for SFY 2006-2007

I am pleased to provide you with the attached revision of the NC-TOPPS Implementation Guidelines for SFY 2006-2007, Version 4.0, Effective July 1, 2007. Revisions include:

- clarification of requirements regarding clinical home providers and clients receiving unmanaged Medicaid services,
- the addition of a requirement for consent to redisclose individual-identifying information on substance abuse consumers, and
- information on how to access data and reports

As you are aware the North Carolina Treatment Outcomes and Program Performance System (NC-TOPPS) is the program by which the Division measures the quality of substance abuse and mental health services and their impact on individuals' lives. By capturing key information on a consumer's service needs and life situation during a current episode of care, NC-TOPPS aids in developing appropriate person-centered plans, evaluating an individual's progress and the outcomes of services.

The data generated through NC-TOPPS helps the Division, LMEs and provider agencies monitor and improve the quality of services. In addition, NC-TOPPS provides data for meeting federal performance and outcome measurement requirements, which allows North Carolina to evaluate its service system in comparison to other states. Reports of aggregate information from the interviews are available on the NC-TOPPS website at <https://nctopps.ncdmh.net> for state and local government agencies, provider agencies, and consumers and their families.

An expanded NC-TOPPS query system is currently being developed for implementation by the end of 2007 that will allow Division, LME, and provider staff to use the system for tracking consumers' progress on PCP and treatment plan goals, as well as assessing needs and comparing outcomes across particular groups.

Attachment (1)

cc: Secretary Carmen Hooker Odom
Allen Dobson
Dan Stewart
DMH/DD/SAS Executive Leadership Team
DMH/DD/SAS Management Leadership Team
State Facility Directors
Yvonne Copeland
Patrice Roesler
MH Commission Chair

The Coalition Chair
SCFAC Chair
Sharnese Ransome
Kory Goldsmith
Andrea Poole
Kaye Holder
Debbie Crane
Mark Van Sciver
Brad Deen

